



City Copier Cost Savings and Contract Update

Budget & Finance Committee

February 6, 2013

Convenience and Production Copier Contract

- Approved by Council November 1, 2011
- Direction to report back on cost savings
- Copier / Printer Study

Sharp Contract

- Convenience Copiers
 - 567 multi-function devices deployed citywide
 - Located in most offices, police/fire stations, rec centers, libraries
- Production Copiers
 - Four high capacity machines for large or specialized print jobs
 - Used by the Print Shop under managed competition proposal

First-Year Convenience Copier Costs and Savings

	Initial Estimate		Actual	
Old Contract Costs	\$	2,286,659	\$	2,286,659
New Contract First Year Costs	\$	1,026,638	\$	1,088,943
One-time transition costs	\$	321,000	\$	2,603
Total First Year Costs	\$	1,347,638	\$	1,091,546
Net savings	\$	939,021	\$	1,195,113

Contract Savings

- First year savings realized
 - \$1.2 million
- Future savings dependent on usage
- Transition costs less than expected
 - SAP update costs covered
 - Innovative networking solutions
 - Transition completed on time
 - Sale of obsolete production copiers

Copier / Printer Study

- Follow-on to extensive copier survey conducted prior to implementation of new contract
- DSD study complete
- SDPD complying with best practices
- Baseline for cost comparison established
- Study ongoing

Summary

- Significant cost savings for City realized
- DSD / SDPD Study complete
- Basis to evaluate printer/copier costs established
- Copier Fleet managed on continual basis to reduce costs

The background of the slide features a large, faint, light blue watermark of the official seal of the City of San Diego. The seal is circular and contains various symbols including a ship, a building, and agricultural elements, surrounded by the text "CITY OF SAN DIEGO" and "CALIFORNIA".

Questions